

Panaji, 19th May, 2022 (Vaisakha 29, 1944)

SERIES I No. 7

# OFFICIAL GOVERNMENT OF GOA GAZETTE



PUBLISHED BY AUTHORITY

## NOTE

There is an Extraordinary issue to the Official Gazette, Series I No. 6 dated 12-5-2022, namely:—

(1) Extraordinary dated 12-5-2022 from pages 273 to 274, Department of Law, Notification No. 8/2/2022-LA regarding the Goa Staff Selection Commission (Amendment) Ordinance, 2022.

Department	Notification/Ord	Subject	Pages
1	2	3	4
1. Agriculture	Not.- 3/3/Hort/SSS/Irri-Infra/4/2022-23/D.Agr/107	Amendment to SSS—Assistance for creation of irrigation infrastructure.	275
2.a. Environment & Climate Change	Not.- 7/17/2018-19/GSBB/BHA/037/358/182	Proposal of declaration for Biodiversity Heritage site.	276
b. —do—	Not.- 3-154-2008/STE-DIR/Part/196	Fees for units handling bio-medical waste.	284
3. Fisheries	Ord.- DF/GB/General Insurance/2021-22	Discontinuation of scheme— Pradhan Mantri Jeevan Jyoti Bima Yojana.	285
4. Home	Ord.- 9/17/94-HD(G)/Part./6521	Issuance of General Guidelines to consider the cases for the premature release of life convicts Prisoners by the State Sentence review Board of Goa.	285
5.a. Personnel	Not.- 1/17/2021-PER	RRs.—Directorate of Technical Education.	289
b. —do—	Not.- 1/16/2018-PER	RRs.—Directorate of Tribal Welfare.	293
6. Revenue	Not.- 35/01/03/2020-RD-I/449	The Goa e-Stamp Rules, 2022.	295
7. Urban Development	Not.- 10/781/DMA/2018/Bye-laws/CCP/Part/F-29/545	Model Goa Municipal Plastic Waste Management Bye-Laws, 2022.	313

## GOVERNMENT OF GOA

Department of Agriculture  
Directorate of Agriculture

## Notification

3/3/Hort/SSS/Irri-Infra/4/2022-23/D.Agr/107

Sub: Amendment to State Sector Scheme 'Assistance for Creation of Irrigation Infrastructure'.

Ref: 1. Notification No. 3/3/Hort/SSS/4/2018-19/D.Agr/218 dated 31-12-2018,

published in Official Gazette, Series I No. 40 dated 03-01-2019.

2. Amendment Notification No. 3/3/Hort/SSS/4/2019-20/D.Agr/352 dated 26-11-2019, published in Official Gazette, Series I No. 36 dated 05-12-2019.

3. Addendum Notification No. 3/3/Hort/SSS/4/2021-22/D.Agr/270 dated 15-07-2021, published in

Official Gazette, Series I No. 17 dated 22-07-2021.

five years i.e. upto March 2027 from the date of issue of Notification.

4. Addendum Notification No. 3/3/Hort/SSS/4/2021-22/D.Agr/603 dated 06-01-2022, published in Official Gazette, Series I No. 42 dated 13-01-2022.

Other contents of the notification remains the same.

This amendment shall come into force with immediate effect. This issued with the concurrence of Finance (Expenditure) Department vide U.O. No. Fin (Exp)/1400077665 dated 09-05-2022.

#### AMENDMENT

The Notification referred above at Serial No. 2 is amended as below:

By order and in the name of the Governor of Goa.

- Para 3 Clause 1-ii is replaced and shall be read as 'The scheme shall come into force with immediate effect and shall remain in force for a period of

*Nevil Alphonso*, Director of Agriculture & ex officio Joint Secretary.

Tonca-Caranzalem, 13th May, 2022.



#### Department of Environment & Climate Change

#### Notification

7/17/2018-19/GSBB/BHA/037/358/182

The Goa State Biodiversity Board in consultation with the village Panchayat of Curtorim and Curtorim Biodiversity Management Committee (BMC) and after following the guidelines as laid down by the National Biodiversity Authority (NBA) has proposed that the land admeasuring an area of 6,11,757 Sqm. surveyed under survey number and sub-division numbers village Curtorim, Taluka Salcete, District South Goa, State of Goa more particularly described in the Schedule appended hereto, being area of biodiversity importance be declared as biodiversity heritage site.

The said proposal is hereby published for the information of the interested parties stakeholders/persons likely to be concerned or affected thereby and notice is hereby given that the said proposal shall be taken into consideration by the GSBB after the expiry of a period of 60 days from the date of publication of this notice in the Official Gazette. All objections and suggestions to the said proposal may be forwarded to the Member Secretary, Goa State Biodiversity Board, Opp. Saligao Seminary, Saligao, Bardez-Goa or on email address goanbiodiversity@gmail.com before the expiry of 60 days from the date of publication of this notice in the Official Gazette.

#### SCHEDULE

Taluka Village	Survey No.	Sub-Div No.	Approximate area in sq. mts.	Boundaries
(1)	(2)	(3)	(4)	(5)
SALCETE CURTORIM				
1) RALOI TOLLEM	300	1	8950	North : 314/1, Road, 304/1
	301	2part	17639	East : Road, 295/1, 2, Nalla, 302/1
	303	1part	19189	South : 300/2 to 6, 9, 11 to 14, 16, 18, 19, 21, 23, 25, 36, 53 to 64

(1)	(2)	(3)	(4)	(5)
	304	2	115600	West : 301/2, 303/1, 305/1, Nalla, 312/1, 313/1, 2/
		TOTAL	161378	
2) ANGDI TOLLEM	392	1	1450	
		2	1425	North : Road, 586/1
		3	1600	East : 397/6, 5, 6, 394/5, 393/3, 11, 389
		4	1550	South : 390/1
		5	4475	West : 391/1, 2, 393/1, 398/4, 1
		6	100	
	393	1part	364	
		2	1800	
		4	1750	
		5	1675	
		6	1775	
		7	1675	
		8	1600	
		9	1675	
		10	1575	
	394	1	4650	
		2	25	
		3	825	
		4	450	
		6	425	
		7	400	
		8	800	
		9	500	
		10	175	
		11	275	
		12	825	
		13	675	
		14	50	
		15	775	
		16	725	
		17	525	
		18	525	
		19	500	
		20	475	
		21	1875	
		22	500	
		23	525	
		24	525	
		25	575	
		26	2050	
		27	400	
		28	400	
		29	425	
		30	400	
		31	425	
		32	375	
		33	450	
		34	375	
		35	375	

(1)	(2)	(3)	(4)	(5)
		36	500	
		37	425	
		38	550	
	397	1	4550	
		2	250	
		3	200	
		4	1775	
		6	1825	
		7	1875	
		8	3975	
		9	1125	
		10	1000	
		11	1200	
		12	1000	
		13	1100	
		14	1075	
		15	1075	
		16	1075	
		17	950	
		18	1075	
		19	950	
		20	1150	
		21	1000	
		22	525	
		23	525	
		24	475	
		25	475	
		26	1200	
		27	500	
		28	1100	
		29	425	
		30	950	
		31	575	
		32	550	
		33	950	
		34	1025	
		35	950	
		36	1200	
		37	1000	
		38	925	
		39	850	
		40	950	
		41	1125	
		42	875	
		43	1025	
		44	875	
	586	1	5875	
		2	175	
		3	50	
		4	75	
		5	175	
		6	100	
		7	100	
		8	200	

(1)	(2)	(3)	(4)	(5)
		9	325	
		10	350	
		11	450	
		12	600	
		13	350	
		14	400	
		15	2025	
		16	400	
		17	500	
		18	225	
		19	75	
		20	625	
		21	625	
		22	1500	
		23	1800	
		24	1750	
		25	175	
		26	1600	
		Total	117039	
3) MAITOLOI/ PADDY FIELD	260	4	1325	North : 260/2
		5part	4553	East : 260/5, 6, 8
		7part	285	South : 266/8
		8part	1024	West : Road
		Total	7160	
4) SONBEM TOLLEM	493	-	410	North : 502/1, 503/1, 504/7, 1, Nalla, 504/2
	494	1	225	East : 504/2, 494/16, Nalla
		2	625	South : Nalla, 494/32, 491/2, 1, 6, 494/27, 26, 25, 24, 495/6, 4, 3, 2
		3	2300	West : 498/13, 11, 7, 5, 1, 500/2, 1
		4	2400	
		5	1125	
		6	1300	
		7	3775	
		8	1475	
		9	1475	
		10	1625	
		11	1600	
		12	2100	
		13	3800	
		14	5125	
		15	1775	
		17	425	
		18	450	
		19	450	
		20	375	
		21	400	
		22	925	
		23	525	
		28	275	
		30	225	
		31	125	
		33	250	

(1)	(2)	(3)	(4)	(5)
	495	2	650	
	496	1	5900	
		2	2100	
		3	2025	
		4	950	
		5	1000	
		6	2050	
		7	2150	
	497	1	4250	
		2	3825	
		3	3375	
		4	3175	
	502	2	4300	
		3	525	
		4	3175	
		5	3850	
		6	2052	
		7	2125	
		8	4450	
	503	2	3550	
		3	3725	
		4	1850	
		5	1825	
		6	1800	
		7	2150	
		8	3750	
		9	1825	
		10	1900	
	504	3	4750	
		4	725	
		5	6650	
		6	3550	
		Nalla	1713	
		Total	127223	
5) GUD TOLLEM	177	4part	345	North : 177/4
		9	1300	East : 177/10
		10	800	South : 182/11
		19	775	West : 177/4
		22	400	
		25	500	
		26	425	
		27	175	
		28	175	
		30	125	
		31	100	
		33	125	
		36	250	
		38	300	
		Total	5795	
6) MAI TOLLEM	133	3	130850	North : Road, 133/2, Road, 133/4 to 10
		Total	130850	East : 133/13, 132/1, 3, 12, 18, 24, 34

(1)	(2)	(3)	(4)	(5)
				South : 137/1, 8, 5, 4 , 3, 2, 136/1, 4, Road, 135/1, 134/31, 12, 6 West : 134/5, 3, 1, Road
7) COLAMB TOLLEM	126	1	325	
		2	3225	North : 11/5, Nalla, 118/-, 121/11, Road
		3	3275	East : 125/1, 128/1, 2, 2-A, 3-A, 3, 5
		4	3025	South : 128/9, 129/2, 1
		5	625	West : 130/3, 2, 1, 131/4, 3, 131/1
		6	550	
		7	6700	
		8	75	
	127	1	3650	
		2	625	
		3	3700	
		4	200	
		5	450	
		6	275	
		7	250	
		8	250	
		9	250	
		10	125	
		11	150	
		12	250	
		13	275	
		14	300	
		15	250	
		16	250	
		17	250	
		18	250	
		19	125	
		20	125	
		21	250	
		22	425	
		23	225	
		24	125	
		25	250	
		26	75	
		27	225	
		28	175	
		29	225	
		30	150	
		31	225	
		32	175	
		33	150	
		34	175	
		35	150	
		36	150	
		37	175	
		38	200	
		39	300	
		40	175	
		41	400	
		42	400	

(1)	(2)	(3)	(4)	(5)
		43	400	
		44	375	
		45	125	
		46	100	
		47	150	
		48	150	
		49	275	
		50	300	
		51	300	
		52	375	
		53	50	
		54	50	
		55	50	
		56	75	
		57	150	
		58	100	
		59	150	
		60	175	
		61	175	
		62	275	
		63	100	
		64	175	
		65	175	
		66	100	
		67	200	
		68	100	
		69	125	
		70	100	
		71	75	
		72	2375	
		73	1925	
		74	4025	
		75	3050	
		Total	50925	
8) FIELD CHANNELS	362	1	1175	
	356	3	525	
	355	2	325	
	367	1	325	
	374	2	350	
	378	7	550	
	385	4	275	
	272	1	425	
	275	351	400	
	265	1 part	278	
	264	1 part	71	
	263	1 part	217	
	316	2	250	
	346	2	100	
	353	5	50	
	351	12	25	
	352	2	250	
	368	37	175	
	581	3	1025	
	551	10 part	400	



(1)	(2)	(3)	(4)	(5)
	Nala		1500	
	557	53	375	
	577	3	400	
	582	1 part	56	
		2 part	11	
		3 part	13	
		4 part	27	
		11 part	24	
		12 part	1150	
		13 part	15	
	584	3 part	20	
		4 part	27	
		5 part	30	
		6 part	24	
		7 part	29	
		8 part	30	
		9 part	9	
		10 part	13	
		11 part	25	
		12 part	53	
		13 part	72	
		14 part	85	
		15 part	208	
Total			11378	

Total area of extent is clear as per the above statement.

1. Important considerations: The existing traditional practices of landuse, activities such as farming, fisheries, bund making/restoration using traditional or new but eco-friendly techniques utilizing local material, requirements to manage salt water intrusion by managing mangroves, etc. shall not be hampered or disturbed due to BHS declaration. However the change in landuse detrimental to ecological characteristics of the said area shall not be permitted. The existing landuse as wetlands, agro-pisciculture shall be maintained. Integrity of ecosystems shall be ensured. Also existing households shall not be affected due to BHS declaration. Traditionally existing methods of farming, future plans for mechanized farming, auctioning of fishing and other rights as per prevailing systems, any other rights under any other prevailing legal provisions shall not be affected or disturbed due to BHS and such pre-existing rights and privileges shall not require any approval from GSBB.

2. All the pre-existing ownership rights and privileges pertaining to identified and notified BHS will be maintained. Further no pre-existing ownership rights or property will be transferred to GSBB as a part of this notification. The status quo of the existing ownership of the notified property will be maintained.

3. Management of the BHS shall be done through the BHS management Committee consisting of concerned Biodiversity Management Committee (BMC) i.e. Curtorim Biodiversity Management Committee (BMC), Local Body, jointly with the representatives of Owners and tenants of the properties covered in BHS, BHS Management Committee of BMC and in consultation with Concerned Departments & Goa State Biodiversity Board (GSBB).

4. Any infringement on the said declared site shall be dealt by the relevant section/s of the Biological Diversity Act, 2002 and the Goa Biological Diversity Rules, 2017 and also existing applicable rules of the State of Goa.

5. This notification comes into effect from the date of publication in the Official Gazette.

By order and in the name of the Governor of Goa.

*Dasharath M. Redkar*, Director of (Environment & CC)/ex officio Jt. Secretary.

Panaji, 12th May, 2022.

### Notification

3-154-2008/STE-DIR/Part/196

In pursuance to the decision in the 132 & 133 Meeting held on 27th March, 2018 and 29th June, 2018 for application fee for authorization under the Bio-medical Waste Management Rules, 2016, the Goa State Pollution Control Board, Goa do hereby prescribe the following fees for consideration of authorization of the units handling bio-medical waste.

Vide letter No. F. No. 20/7/2018-HSDM dated 14-09-2018 the Ministry of Environment Forest and Climate Change has clarified as follow:—

“It is to inform you that as per Para 6 and Schedule - III of the BMW Rules, 2016 a Central Monitoring Committee under the chairmanship of Additional Secretary, MoEFCC has been constituted to review the implementation of the Bio-medical Waste Management (BMW) Rules, 2016 in the country.

The issue pertaining to levying of particular registration/authorization fee was discussed in the 1st meeting of the Central Monitoring Committee held on 15-2-2018 wherein it was decided that charging of registration fee is a state specific issue and comes under the purview of State Pollution Control Boards/Pollution Control Committee and is beyond the scope of the Rules to prescribe for the same. It was also decided that State Pollution Control Boards/Pollution Control Committees should make the registration process digital through “on-line system” in order to make the process simple for SPCBs as well as Health Care Facilities”.

The Ld. Advocate General has opined that the State Government can exercise its powers under Section 17 (o) of the Water (Prevention and Control of Pollution) Act, 1974 frame Rules prescribing fees for all matters of the Board.

The levy of following fees for meeting the expenses incurred by the Board for processing of applications for Authorization under the provision of these Rules.

Sr. No.	Categories		Fee
1.	On bed capacities of Healthcare establishment providing service to indoor patients	Up to 5 beds	Rs. 1000/-
		6-25 beds	Rs. 1500/-
		26-50 beds	Rs. 3000/-
		51-100 beds	Rs. 6000/-
		101-200 beds	
		201-500 beds	Rs. 15000/-
		501 and above	Rs. 20,000/-
2.	Health care establishments not providing treatment/service to indoor patients (non-bedded)	Private “Not for profit and Government	Rs. 1000/-
3.	Biomedical Waste Management agencies	Common Bio-medical Waste Treatment Facility	Rs. 10000/-
		Transpoter of bio-waste	Rs. 7500/-
		Other biomedical waste handling agencies	Rs. 5000/-

4.	Research or Educational Institutions Veterinary Institutions/Forensic Laboratory Animal Houses	Rs. 5000/-
5.	All "Not for Profit"	Rs. 200/-
6.	Govt. Institutions and Veterinary Hospitals	Rs. 1000/-

Subsequently the Board in its 133rd meeting held on 29-06-2018 approved to grant authorization for a validity period as follow:—

1.	Non-bedded health care facilities (HCFs)-10 years	As per notification non bedded HCFs are to be given one time authorization
2.	Bedded Health Care Facilities	Same as Consent Validity

This issues with the approval of the Government vide U.O. No. 046 dated 6-05-2022.

By order and in the name of the Governor of Goa.

*Dasharath M. Redkar*, Director of (Environment & CC)/ex officio Jt. Secretary.

Panaji, 13th May, 2022.



### Department of Fisheries

Directorate of Fisheries

—  
**Order**

DF/GB/General Insurance/2021-22

Refer Notification No. DF/GB/PMJJBY/12017-18 dated: 27-03-2018 which is published in the Official Gazette, Series I No. 1 dated 05-03-2018.

Sub: Pradhan Mantri Jeevan Jyoti Bima Yojana (PMJJBY).

The approval of the Government of Goa is hereby conveyed to discontinue the scheme called "Pradhan Mantri Jeevan Jyoti Bima Yojana (PMJJBY)" notified vide Notification No. DF/GB/PMJJBY/12017-18 dated 27-03-2018 which is published in the Official Gazette, Series I No. 1 dated 05-03-2018 from financial year 2022-23.

This order is issued with the approval of the Government vide their U.O. No. 1400046901 dated 04-05-2022.

By order and in the name of the Governor of Goa.

*Dr. Shamila Monteiro*, Director & ex officio/ Jt. Secretary (Fisheries).

Panaji, 12th May, 2022.

### Department of Home

Home—General Division

—  
**Order**

9/17/94-HD(G)/Part./652

Subject: Issuance of General Guidelines to consider the cases for the premature release of life convicts Prisoners by the State Sentence review Board of Goa.

In exercise of the powers conferred under sections 432 read with section 433 and 433A of the Criminal Procedure Code, 1973, Government of Goa hereby frames the following general guidelines to consider the cases for the premature release of life convicts prisoners by the State Sentence Review Board of Goa, namely:—

**General Guidelines for the State Sentence Review Board in View of Sub-Rule (8) of Rule 1245 of Goa Prisons Rules, 2021.**

1. Every convicted prisoner whether male or female undergoing life imprisonment sentence and covered under provision of Section 433-A of CrPC shall be eligible to be considered for premature release from the

prison after serving the sentence of 14 years of actual imprisonment i.e. without remission. However, completion of 14 years in prison by itself would not entitle a life convict to automatically release from the prison and the State Sentence Review Board shall have the discretion to release a convict, at an appropriate time in all cases considering the circumstance in which the crime was committed and other relevant factors.

2. The State Sentence Review Board shall consider factors like: (a) Whether the convict has lost his potential for committing crime considering his overall conduct in Jail during the 14 years of actual incarceration; (b) The possibility of reclaiming the convict as a useful member of the society; (c) Socio-economic condition of the convict's family.

3. These guidelines are for the guidance of State Sentence Review Board to arrive at a logical decision in premature release of prisoners undergoing life sentence from time to time.

4. The period of imprisonment to be undergone including remission subject to minimum years of actual imprisonment including set off period for various crimes shall be as specified in column No. 3 of Schedule-I and column No. 4 of Schedule-II below:—

## SCHEDULE – I

Sr. No.	Categorization of Crime	Total period of imprisonment including/adding remission, subject to a minimum of 14 years of actual imprisonment including set off period.
(1)	(2)	(3)
1.	<i>Offences relating to crime by women</i>	
(a)	Where the convict has no previous criminal history and has committed the murder in an individual capacity in a moment of anger and without premeditation or under physical mental provocation.	18
(b)	Where the convict has committed the murder with premeditation or by a gang	20
2.	<i>Offences relating to crime against women and minors</i>	
(a)	Where the convict has no previous criminal history and committed the murder in an individual capacity in a moment of anger and without premeditation.	20
(b)	Where the crime as mentioned above committed with premeditation.	22
(c)	Where the crime is committed with exceptional violence and or with brutality or death of victim due to burns.	26
(d)	Murder with rape	28
3.	<i>Murders arising out of land dispute, family feuds, family prestige and superstition</i>	
(a)	If the offence is committed in individual capacity and without premeditation	20
(b)	Crime committed as above with premeditation, either individually or by a gang.	22

4.	<i>Murders for other reasons</i>	
(a)	Where a murder is committed without premeditation in an individual capacity and the person has no previous criminal history	20
(b)	Murder committed with premeditation or a person having criminal history.	22
(c)	Murder resulting from trade union activities and business rivalry	22
(d)	Murder committed by more than one person/group of persons	24
(e)	Murder committed with exceptional violence/brutality/kidnapping. Murder committed by dacoits and robbers in the act of committing dacoits and robberies. Murder committed by bootleggers, gamblers, flesh traders etc.	26
5.	<i>Murder for political reasons</i>	
(a)	Murders arising out of political rivalry and political interest without premeditation.	24
(b)	Murder arising out of political rivalry and political interest with premeditation.	26
6.	<i>Murder for serious offences</i>	
(a)	Murder committed by Gangsters, Contract killers, Racketeers etc.	28
(b)	Persons already convicted for life imprisonment and is/are convicted again for murder.	30
(c)	Convict awarded more than one life sentence and sentences running concurrently.	30
(d)	Prisoners whose death sentence has been commuted to life imprisonment.	30
7.	<i>Punishment under the special acts such as TADA, Goa Children's Act 2003, POTA for murder, Offences committed against the State/Offences committed by extremists/terrorists/organized crimes or similar nature of offences</i>	
(a)	Convict awarded one life sentence	40
(b)	Convict awarded two life sentence and sentences running concurrently	50
(c)	Convict awarded more than two life sentence and sentences running concurrently	60
8.	Any other such offences which are of an exceptional/heinous nature and not specifically covered in above categories	The State Government will decide individual cases on merit

—  
SCHEDULE-II

Persons guilty of offences not involving murder who are sentenced to life imprisonment where section 433 (a) of CrPC is not applicable.

Sr. No.	I.P.C. section	Nature of Offence	Total period of imprisonment including/adding remission, subject to the minimum of 10 years of actual imprisonment including set off period.
(1)	(2)	(3)	(4)
1	304, 307	Persons guilty of homicides not amounting to murder, causing death by negligence, attempt to murder etc.	14

(1)	(2)	(3)	(4)
2	304 (b)	Person guilty of causing death for Dowry	20
3	311	Persons guilty under this section (Thugs)	14
4(a)	313, 314	Persons guilty of causing miscarriage of unborn child without woman's consent or any such act which results in her death.	14
4(b)		In case such victim is minor	16
5	326, 329	Persons guilty of causing grievous hurt under these sections	14
6	363 (A)(2)	Persons guilty of kidnapping for maiming.	18
7(a)	364	Persons guilty of kidnapping for ransom	16
7(b)		In such case victim is minor	18
8(a)	376	Persons guilty in rape cases	18
8(b)		Where victim is minor	20
8(c)	376(1)	Rape on physically handicapped or mentally retarded girl, pregnant woman, gang rape or custodial rape	22
9	388 to 400	Persons guilty of extortion, robbery, dacoity, etc under these sections.	14
10	409	Persons guilty of criminal breach of trust under this section.	14
11	412, 413	Persons guilty of offences related to stolen property under these sections.	14
12	436, 438	Persons guilty of mischief described under these sections.	14
13	449	Persons guilty of house-tress pass in order to commit offence punishable with death.	20
14	459	Persons guilty of causing grievous hurt whilst committing house-break or house tress pass.	14
15	460	Persons guilty of causing grievous hurt or death while committing of house-tress pass or house breaking.	18
16	467, 472, 474, 475, 489A, 489B, 489D	Persons guilty of forgery or counterfeit substance etc.	14
17	222, 225	Persons guilty of offences described under these sections.	20
18	232, 238, 255	Offences relating to of coin and Government stamps, Counterfeiting Government stamp.	20
19	-	Offences against the State.	30
20	-	Offences by extremists/terrorists/organized crimes or similar nature of offences	40
21	-	The Goa Children's Act, 2003	The State Government will decide individual cases on merit.
22	-	Any other such offences which are not specifically covered in above categories	The State Government will decide individual cases on merit.

## Department of Personnel

**Notification**

1/17/2021-PER

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and in supersession of the Government Notification No. 1/27/2005-PER/1838 dated 07-06-2017, published in the Official Gazette, Series I No.13, dated 29-06-2017, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Goa General Service, Group 'A', Gazetted posts, in the Goa College of Art under the Directorate of Technical Education, Government of Goa, namely:—

1. *Short title, application and commencement.*— (1) These rules may be called the Government of Goa, Goa College of Art, Directorate of Technical Education, Group 'A', Gazetted posts, Recruitment Rules, 2022.

(2) They shall apply to the posts specified in column (2) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and level in the pay matrix.*— The number of posts, classification of the said posts and level in the pay matrix attached thereto shall be as specified in columns (3) to (5) of the said Schedule:

Provided that the Government may vary the number of posts specified in column (3) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*— The method of recruitment to the said posts, age limit, qualifications and other matters connected

therewith shall be as specified in columns (6) to (14) of the said Schedule.

4. *Disqualification.*— No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where, the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, and in consultation with the Goa Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

These rules are issued in consultation with the Goa Public Service Commission conveyed vide their letters bearing No. COM/II/13/6(1)/2007/178 dated 02-05-2022, COM/II/13/6(3)/2007/171 dated 02-05-2022 and COM/II/13/6(3)/2007/154 dated 28-04-2022.

By order and in the name of the  
Governor of Goa.

Vishal C. Kundaikar, Under Secretary  
(Personnel-I).

Porvorim, 13th May, 2022.

Serial No.	Name/Designation of post.	Number of posts.	Classification.	Level in the Pay Matrix.	Whether selection post or non-selection post.	Age limit for direct recruits.	Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for the case of promotees.	Period of probation, if any.	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer/contract and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/transfer, grades from which promotion/deputation/transfer is to be made.	If a D.S.C./D.P.C. exist, what is its composition.	Circumstances in which Goa Public Service Commission is to be consulted in making recruitment.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
(1)	Principal	01 (2022).	Group 'A', Gazetted.	L-14 (Plus special allowance as admissible).	N. A.	Not exceeding 50 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government from time to time).	Essential: (1) Doctor of Philosophy (Ph. D) Degree and First Class or equivalent at either Bachelor's or Master's level in the relevant branch. (2) At least two successful Ph.D. supervised as supervisor/Co-Supervisor and minimum eight research publications in Science Citation Index (SCI) journals/University Grants Commission (UGC)/All India Council for Technical Education (AICTE) approved list of journals. (3) Minimum fifteen years experience in Teaching/Research/Industry out of which	N. A.	One year.	By direct recruitment.	N. A.	Group 'A', D.P.C. consisting of:- (1) Chairman/Member, Goa Public Service Commission – Chairman. (2) Chief Secretary or his nominee – Member. (3) Administrative Secretary/Head of Department – Member. (For confirmation).	Consultation with the Goa Public Service Commission is necessary for making direct recruitment, confirmation, and for amending/relaxing any of the provisions of these rules.



(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
							<p>at least three years shall be at the post equivalent to that of Professor.</p> <p>(4) Knowledge of Konkani.</p> <p>Note: In case of non-availability of suitable candidate with knowledge of Konkani for the post, the Goa Public Service Commission may recommend a candidate if otherwise found fit and this requirement can be relaxed by the Government, on the recommendation of the Goa Public Service Commission, if the Government is of the opinion that it is necessary or expedient so to do.</p> <p>Desirable: Knowledge of Marathi.</p>						
(2)	Assistant Professor in Fine Art (Applied Art).	10 (2022) (Subject to variation dependent on work-load).	Group 'A', Gazetted.	L-10.	N. A.	<p>Not exceeding 45 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government from time to time).</p>	<p>Essential:</p> <p>(1) Bachelor's and Master's Degree in the relevant branch with First Class or equivalent in any one of the two Degrees and minimum two years of relevant professional experience.</p> <p>(2) Knowledge of Konkani.</p> <p>Note: In case of non-availability of suitable candidate with knowledge of Konkani for the post, the Goa Public Service Commission may recommend a candidate</p>	N.A.	Two years.	By direct recruitment.	N.A.	<p>Group 'A', D.P.C. consisting of:</p> <p>(1) Chairman/Member, Goa Public Service Commission – Chairman.</p> <p>(2) Chief Secretary or his nominee – Member.</p> <p>(3) Administrative Secretary/Head of Department – Member.</p>	<p>Consultation with the Goa Public Service Commission is necessary for making direct recruitment, confirmation, and for amending/relaxing any of the provisions of these rules.</p>

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
							if otherwise found fit and this requirement can be relaxed by the Government, on the recommendation of the Goa Public Service Commission, if the Government is of the opinion that it is necessary or expedient so to do. <i>Desirable:</i> Knowledge of Marathi.					(For confirmation).	
(3)	Assistant Professor in Fine Art (Painting)	08 (2022) (Subject to variation dependent on work-load).	Group 'A', Gazetted.	L-10.	N. A.	Not exceeding 45 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government from time to time).	<p><i>Essential:</i> (1) Bachelor's and Master's Degree in the relevant branch with First Class or equivalent in any one of the two Degrees and minimum two years of relevant professional experience. (2) Knowledge of Konkani <i>Note:</i> In case of non-availability of suitable candidate with knowledge of Konkani for the post, the Goa Public Service Commission may recommend a candidate if otherwise found fit and this requirement can be relaxed by the Government, on the recommendation of the Goa Public Service Commission, if the Government is of the opinion that it is necessary or expedient so to do. <i>Desirable:</i> Knowledge of Marathi.</p>	N. A.	Two years.	By direct recruitment.	N. A.	Group 'A', D.P.C. consisting of: (1) Chairman/Member, Goa Public Service Commission - Chairman. (2) Chief Secretary or his nominee - Member. (3) Administrative Secretary/Head of Department - Member. (For confirmation).	Consultation with the Goa Public Service Commission is necessary for making direct recruitment, confirmation, and for amending/relaxing any of the provisions of these rules.

**Notification**

1/16/2018-PER

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'B', Gazetted post, in the Directorate of Tribal Welfare, Government of Goa, namely:—

1. *Short title, application and commencement.*— (1) These rules may be called the Government of Goa, Directorate of Tribal Welfare, Group 'B', Gazetted post, Recruitment Rules, 2022.

(2) They shall apply to the post specified in column (1) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and level in the pay matrix.*— The number of posts, classification of the said post and the level in the pay matrix attached thereto shall be as specified in columns (2) to (4) of the said Schedule:

Provided that the Government may vary the number of posts specified in column (2) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*— The method of recruitment to the said post, age limit, qualifications and other matters connected therewith shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualification.*— No person who has entered into or contracted a marriage with a

person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where, the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation with the Goa Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

These rules are issued in consultation with the Goa Public Service Commission conveyed vide its letter No. COM/II/13/70(1)/2021/56 dated 02-05-2022.

By order and in the name of the  
Governor of Goa.

Vishal C. Kundaikar, Under Secretary  
(Personnel-I).

Porvorim, 13th May, 2022.

## SCHEDULE

Name/ Designation of post.	Number of posts.	Classifi- cation.	Level in the Pay Matrix	Whether selection post or non- selection post.	Age limit for direct recruits.	Educational and other qualifications required for direct recruits.	Whether age and educational qualifications prescribed for the direct recruits will apply in the case of promotees.	Period of proba- tion, if any.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer/ contract and percentage of the vacancies to be filled by various methods.	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer is to be made.	If a D.P.C. exist, what is it composition.	Circumstances in which Goa Public Service Commission is to be consulted in making recruitment.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
District Welfare Officer.	02 (2022) (Subject to variation depen- dent on work- load).	Goa General Service, Group 'B', Gazetted.	L-6.	N.A.	Not excee- ding 45 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government from time to time).	Essential: (i) Degree in Social Service or Social Welfare or Social Work or Sociology from a recognized University or equivalent. (ii) Five years experience in relevant field in Government Department/Semi- Government Organization. OR (ii) Five years experience in relevant field in registered Social Organization. (iii) Knowledge of Konkani. Desirable: Knowledge of Marathi.	N.A.	Two years.	By direct recruitment, failing which, by transfer on deputation.	Transfer on deputation: Officers holding analogous post on regular basis under Central/ State Govern- ments/ Union Territories, with five years regular service in the grade.	Group 'B', D.P.C. consisting of:- (i) Chairman/ Member, Goa Public Service Commission - Chairman. (ii) Chief Secretary or his nominee - Member (iii) Admini- strative Secretary/ Head of Department - Member. (For confir- mation).	Consultation with the Goa Public Service Commission is necessary for making direct recruitment, confirmation, selecting an officer for appointment on transfer on deputa- tion and for amending/ relaxing any provisions of these rules.

## Department of Revenue

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Notification

35/01/03/2020-RD-I/449

In exercise of the powers conferred by sections 10, 74 and 75 of the Indian Stamp Act, 1899 (Act No. 2 of 1899) and all other powers enabling it in this behalf, the Government of Goa as in force in the State of Goa, hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa e-Stamp Rules, 2022.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. *Definitions.*— (1) In these rules, unless the context otherwise requires;

(a) "Act" means the Indian Stamp Act, 1899 (Act No. 2 of 1899), as in force in the State of Goa;

(b) "Agreement" means the Agreement executed under rule 5;

(c) "Appointing Authority" means the Government of Goa in the Department of Revenue;

(d) "Authorised Collection Centre" means an agent appointed under rules 11 and 12, to act as an intermediary between the Central Record Keeping Agency and the Stamp Duty Payer, for collection of stamp duty and issuing the e-Stamp Certificate;

(e) "Central Record Keeping Agency" means an agency appointed under rule 3 for the Computerized Stamp Duty Administration System (C-SDAS);

(f) "Chief Controlling Revenue Authority" means Secretary Revenue Government of Goa;

(g) "Department" means the Department of Revenue, Government of Goa.

(h) "e-Stamp Certificate" means the impression or tamperproof certificate of stamp, electronically generated by the

Central Record Keeping Agency, on the paper as provided in rule 27, to denote the payment of stamp duty chargeable under the Act;

(i) "Form" means a Form appended to these rules;

(j) "Government" means the Government of Goa;

(k) "Grievance Redressal Officer" means the officer as specified in rule 39;

(l) "section" means a section of the Act; and

(m) "State" means the State of Goa.

(2) The words and expressions used in these rules but not defined shall have the same meanings as assigned to them in the Act and the Registration Act, 1908 (Act of 1908) and the rules framed under them.

3. *Eligibility for appointment as Central Record Keeping Agency.*— Any Public Financial Institution or Nationalized or Scheduled Bank controlled by the Reserve Bank of India or Body Corporate or Organization or any Company engaged in providing depository services appointed by the Government of India and recognized by the Government or any Body Corporate where not less than fifty one percent of equity capital is held by any of the aforesaid entities, either solely or in consortium, shall be eligible for appointment as Central Record Keeping Agency.

4. *Term of appointment.*— The term of appointment of the Central Record Keeping Agency shall be five years or such period, as may be decided by the Appointing Authority.

5. *Agreement and Undertaking-cum-Indemnity Bond.*— (1) The Central Record Keeping Agency shall execute an Agreement with the Chief Controlling Revenue Authority or his duly authorized officer in Form-1 hereto.

(2) The terms and conditions of the Agreement may be modified by mutual consent of both the parties.

(3) The Central Record Keeping Agency shall execute an Undertaking-cum-Indemnity

Bond in favour of the Government in Form-2 hereto.

6. *Renewal of appointment.*— (1) The appointment of Central Record Keeping Agency may be renewed by the Appointing Authority on the recommendation of the Chief Controlling Revenue Authority. The application for renewal of appointment shall be made to the Appointing Authority by the Central Record Keeping Agency within a period of three months before the expiry of the term of appointment.

(2) The Chief Controlling Revenue Authority or Appointing Authority before making inquiry or taking decision on the application for renewal may call for any information or record from the concerned offices of Central Record Keeping Agency or Authorised Collection Centre for the purpose of renewal of appointment.

(3) The Appointing Authority, if satisfied may renew the appointment and a fresh Agreement and Undertaking-cum-Indemnity Bond shall be executed as provided in rule 5.

7. *Termination of appointment of Central Record Keeping Agency.*— (1) The appointment of the Central Record Keeping Agency shall be terminated by the Appointing Authority before the stipulated period, on the ground(s) of any breach of any of the obligations or terms of Agreement or provisions of these rules or the Act or the financial irregularity or for any other sufficient reason, as the case may be.

(2) The appointment under sub-rule (1), shall not be terminated until,-

(a) the Central Record Keeping Agency has been given one month's notice specifying the grounds for such termination; and

(b) the Central Record Keeping Agency has been given a reasonable opportunity of being heard.

(3) On termination of appointment under this rule, the Central Record Keeping Agency shall transfer all the data generated during the period of appointment to the Government.

After the termination of the appointment of the Central Record Keeping Agency, it shall not use or cause to be used the data generated during the period of appointment for its business or any other purpose whatsoever.

8. *Duties of Central Record Keeping Agency.*— (1) The Central Record Keeping Agency shall be responsible for,—

(a) providing hardware for hosting e-stamping application in the data centre and software infrastructure, in consultation with the Chief Controlling Revenue Authority, including its connectivity with the main server, in the offices of District Collectors, the District Registrars, the Sub-Registrars and the Authorised Collection Centers, i.e. point of contact for payment of stamp duty and at other designated places or offices in the State, as specified by the Chief Controlling Revenue Authority;

(b) providing suitable and adequate training for operation and the use of the system to the manpower and the personnel of the department as appointed by the Chief Controlling Revenue Authority;

(c) facilitating in selection of the Authorised Collection Centre for collection of stamp duty and issuing e-Stamp Certificate;

(d) coordination between the Central Server of Central Record Keeping Agency, the Authorised Collection Centre (banks, etc.) and the offices of the Inspector General of Registration, the District Registrars, the Sub-Registrars or any other office or place in the State, as specified by the Chief Controlling Revenue Authority;

(e) collecting stamp duty and remitting it to the prescribed Head of Account of the State in accordance with the provisions of these rules;

(f) preparing and providing various reports as required under these rules and as directed by the Chief Controlling Revenue Authority from time to time;

(g) deploying the e-Stamping application after getting the security audit (vulnerability assessment and penetration testing) of the same conducted by an empanelled agency of ITG. The security audit shall also be required whenever there is any change in the e-Stamping application software subsequently; and

(h) maintain the logs of all the activities on the server dedicated for e-Stamping and shall also follow the security guidelines of ITG on regular basis. All the system logs shall properly stored and archived for regular analysis, troubleshooting and for the purpose of recovery and investigation of data.

(2) the Central Record Keeping Agency shall not provide, transfer or share any hardware, software and any other technology or details with respect to the e-stamping project undertaken by it in the State to anybody without written permission of the Chief Controlling Revenue Authority, except the duly appointed Authorized Collection Centers.

9. *Commission or discount to be paid to the Central Record Keeping Agency.*— (1) The Central Record Keeping Agency shall be entitled to commission or discount on the amount of stamp duty collected through e-Stamping mechanism at the rate of 0.65 percentage inclusive taxes, cess as applicable.

(2) The commission or discount to the Central Record Keeping Agency referred in sub-rule (1) shall also be subject to the conditions of rule 19.

10. *Specification of software to be used by the Central Record Keeping Agency.*— (1) The Central Record Keeping Agency, in consultation with the Chief Controlling Revenue Authority shall design and use such software for indicating the following minimum details of the e-Stamp Certificate,—

(a) distinguished serial number or unique identification number (UIN) for each e-Stamp Certificate;

(b) date and time of issue of the e-Stamp Certificate;

(c) code and location of the Authorised Collection Centre from where 'e-Stamp Certificate' is issued;

(d) unique reference number;

(e) amount of stamp duty paid through the e-Stamp Certificate in words and figures;

(f) name of the purchaser or authorized person obtaining the e-Stamp Certificate;

(g) names of the first party;

(h) name of the second party (if involved);

(i) brief description of the instrument on which the stamp duty is intended to be paid;

(j) brief description of the property which is subject matter of the instrument, if any;

(k) any other distinguishing mark of the e-Stamp Certificate, e.g., bar code or security code with micro print and digital optical water mark; and

(l) the e-Stamp Certificate shall be as per the format given as Appendix-A to these rules.

(2) The Central Record Keeping Agency in addition to sub-rule (1), shall also make the following provisions; namely:—

(a) user-id of the official issuing the e-Stamp Certificate;

(b) signature and seal on the e-Stamp Certificate of issuing officer or the authorized signatory of the Central Record Keeping Agency or the Authorized Collection Centre;

(c) signature of the purchaser or authorized person obtaining the e-Stamp Certificate;

(d) web based facility to access the e-Stamp Certificate;

(e) passwords and codes for locking of the e-Stamp Certificate by the District Registrars, the Sub-Registrars or any other authorized officer appointed by the Chief

Controlling Revenue Authority to prevent the reuse of any e-Stamp Certificate;

(f) the option for purchase of additional e-Stamp Certificate under old certificate number available;

(g) facility to cancel the 'spoiled' or 'unused' or 'not required for use' e-Stamp Certificate;

(h) passwords and codes to the authorized officials of the department to search and view any e-Stamp Certificate and to access Management Information System (MIS) and Decision Support System Reports (DSSR);

(i) details of the issued e-Stamp Certificate on the e-Stamping Server (e-SS) maintained by the Central Record Keeping Agency;

(j) availability of different transaction details and reports relating to e-Stamping as provided in rule 43 on the website of the Central Record Keeping Agency, which shall be accessible only to the officers authorized by the Chief Controlling Revenue Authority; and

(k) any other function as specified in writing by the Chief Controlling Revenue Authority.

11. *Appointment of Authorized Collection Centres.*— The Central Record Keeping Agency shall appoint the Authorized Collection Centers with the prior approval of the Chief Controlling Revenue Authority to act as an intermediary between the Central Record Keeping Agency and the Stamp Duty Payer for collection of stamp duty and for issuing e-Stamp Certificate. The service charges or commission or fee etc. payable to the Authorized Collection Centers shall be decided between the Central Record Keeping Agency and the Authorized Collection Centers at their own level as per their agreed terms.

12. *Eligibility for appointment of Authorized Collection Center.*— Any Nationalized Bank or Scheduled Bank controlled by the Reserve Bank of India or the Financial Institutions or Undertaking

controlled by the Central Government or the State Government or Post Offices or offices or branches of the Central Record Keeping Agency or such other Agencies or persons, as approved by the Chief Controlling Revenue Authority shall be eligible for appointment as the Authorized Collection Centre.

13. *Termination of appointment of Authorised Collection Centre.*— The Chief Controlling Revenue Authority, may at any time, for reasons to be recorded in writing, direct the Central Record Keeping Agency for terminating the appointment of any Authorized Collection Centre and upon such directions, the Central Record Keeping Agency shall terminate the appointment of such Authorized Collection Centre.

14. *Collection of stamp duty by the Central Record Keeping Agency and the Authorized Collection Centres.*— (1) All the offices or branches of the Central Record Keeping Agency or Authorized Collection Centers shall collect the amount of stamp duty from the Stamp Duty Payer, at the districts or the places, as specified by the Chief Controlling Revenue Authority, as the case may be.

(2) All the branches of the Central Record Keeping Agency and the Authorized Collection Centers shall access the main server through internet by using a distinguished identification code and a confidential password allotted by the Central Record Keeping Agency. The password shall be kept strictly confidential and the concerned Authorized Collection Centers shall change it immediately after its allotment to maintain the confidentiality.

(3) Minimum value of e-Stamp Certificate,—

(i) the e-Stamp Certificate may be issued only for amount exceeding Rs. 9,999/- (Rs. Nine thousand nine hundred ninety nine only) or such other minimum amount, as specified by the Appointing Authority from time to time;

(ii) the limit referred to in clause (i) shall not apply to issue of e-Stamp Certificate for payment of additional stamp duty under rule 29.



15. *Stationery Charges for Issuing e-Stamp Certificate.*— The Authorized Collection Centers shall charge a fee for stationery, etc., from the purchaser of e-Stamp Certificate as per the following slab:—

Amount of Stamp Duty in Rupees	Stationery Charges
(1) Upto Rs. 100/-	Rs. 3/- per e-Stamp Certificate.
(2) More than Rs. 100/- and upto Rs. 1000/-	Rs. 5/- per e-Stamp Certificate.
(3) More than Rs. 1000/-	Rs. 10/- per e-Stamp Certificate.

16. *Infrastructure.*— The Authorised Collection Centers shall be equipped with the required computer systems, printers, internet connectivity and other related infrastructure which are necessary to implement the e-Stamping system as specified by the Central Record Keeping Agency in consultation with the Chief Controlling Revenue Authority. The configuration of the computer system and connectivity shall meet the specifications of the Central Record Keeping Agency, which may be subject to change with prior intimation to the Chief Controlling Revenue Authority.

17. *Cost of infrastructure.*— The cost of providing equipment and infrastructure referred to in rule 16 shall be borne by the concerned Authorised Collection Center.

18. *Hardware and infrastructure in the offices of the department.*— The Government shall provide necessary hardware and infrastructure at the offices of the District Collectors, the District Registrars, the Sub-Registrars and such other offices as authorised in this behalf, which would include a Personal Computer, Printer, Bar Code Scanner, Internet Connection as required for implementing the e-Stamping system.

19. *Procedure for remitting the amount of stamp duty to Government account.*— The Central Record Keeping Agency shall be responsible to reconcile and remit the consolidated amount of stamp duty, collected by its own offices and branches or through

Authorised Collection Centers, in the head of account "0030-Stamps and Registration" or any other notified head of account of the State in the following manner:—

(a) the Central Record Keeping Agency shall remit the consolidated amount of stamp duty, so collected through e-Stamping system, to the aforesaid Head of Account, after deducting the agreed commission or discount, not later than the closure of the business hours of the next working day from the date of such collection;

(b) the method of remittance of the amount of stamp duty by the Central Record Keeping Agency to the head account of the State shall be through Electronic Clearing System(ECS) or Online Banking Fund Transfer or Challan or otherwise, as may be directed in writing by the Chief Controlling Revenue Authority; and

(c) the Central Record Keeping Agency shall maintain the daily account of such remittances in the Register as specified in Form-3 hereto.

20. *Penalty for delay in remittance to Government account.*— In case, the Central Record Keeping Agency fails to remit the amount of stamp duty so collected in the State head of account, within the period as stipulated in clause (a) of rule 19, the Central Record Keeping Agency shall be liable to pay penalty for delay according to the following scale:—

Period of Delay	Penalty
(1) When amount of stamp duty so collected is remitted on third day or after from the date of collection.	Entire amount of the commission or discount payable to the Central Record Keeping Agency.
(2) When the amount of stamp duty so collected is remitted after closing of the eighth day from the date of collection.	Compound penalty of one percent per month of the amount of collected stamp duty. The first day for this purpose shall be day by transaction.

21. *Power to relax or remit penalty.*— The Chief Controlling Revenue Authority may by order and for the reasons to be recorded in writing relax or remit whole or part of the penalty as provided in rule 20, in unavoidable circumstances or any cause arising beyond the reasonable control, including acts of God, acts of civil or military authority, fires, epidemics, wars, terrorist acts, riots, earthquakes, storms, typhoons, floods. In the event of any such delay, the time for the Central Record Keeping Agency to perform their part shall be extended for a period equal to the time lost by reason of the delay.

22. *The Central Record Keeping Agency responsible to indemnifying the loss to the Government.*— (1) If any act or omission or irregularity or violation on the part of the Central Record Keeping Agency or any of its Authorised Collection Centre has resulted in loss of revenue to the Government, the Central Record Keeping Agency shall indemnify such amount of loss of revenue along with an interest calculated at the rate of 12 percent per annum.

(2) The Central Record Keeping Agency shall, however, be given an opportunity of being heard before taking any decision as provided in sub-rule (1).

23. *Resolution of disputes.*— Any dispute on any issue arising between the parties under these rules, shall be referred to the Chief Controlling Revenue Authority, and his decision thereon shall be final.

24. *Getting of e-Stamp Certificate.*— Any person desiring to obtain e-Stamp certificate shall approach any of the branch of Central Record Keeping Agency or Authorised Collection Centers and furnish the requisite details in Form-4 hereto alongwith the payment of stamp duty for getting the e-Stamp Certificate.

25. *Mode of payment of stamp duty.*— (1) The payment for purchase of e-Stamp Certificate shall be made by means of Cash, Pay Order, Bank Draft, Electronic Clearing System, Real Time Gross Settlement or by any other mode of transferring the fund as

authorized by the Chief Controlling Revenue Authority.

(2) The Authorized Collection Centre shall issue e-Stamp Certificate for the amount received as provided in sub-rule (1).

(3) The Authorized Collection Centre or the Central Record Keeping Agency shall keep a daily account of issued e-Stamp Certificates in a Register to be maintained by them in Form-5 hereto and take the signature of purchaser or the authorized person, as the case may be, on the relevant column of such Register.

26. *Conditions and Method for issuing the e-Stamp Certificate.*— (1) The Central Record Keeping Agency and the Authorised Collection Centre shall ensure that the person, who has been authorised to issue the e-Stamp Certificate, is employee or authorised person of their agency or institution and having suitable credentials.

(2) The Authorised Official of the Authorized Collection Centre or the Central Record Keeping Agency, as the case may be, shall on the payment made under rule 25, enter the requisite information and details in the computer system, as provided by the applicant in Form-4, get the correctness of such entered details verified by the applicant, download the e-Stamp Certificate, take out its print, sign with date and affix the official seal at the bottom on the right side of the e-Stamp Certificate and issue the same to the applicant after taking their signature on the left side of the e-Stamp Certificate as proof of verification.

(3) The non-washable permanent black ink or such other appropriate colour and shade, as may be determined by the Chief Controlling Revenue Authority shall be used for issuing the e-Stamp Certificate. The print of every e-Stamp Certificate shall be bright, clear and distinct and shall not be overlapped. The signature and seal, showing name and designation of the issuing officer and name of the issuing branch shall preferably be made in black ink.

27. *Size of paper and printed area of e-Stamp Certificate.*— The e-Stamp Certificate, as provided in clause (f) of sub-rule (1) of rule 10, shall be printed or generated on A4 or Legal Size Paper with appropriate margins or such other size or margin paper, as may be determined by the Chief Controlling Revenue Authority.

28. *Details of e-Stamp Certificate on website.*—The details of every issued e-Stamp Certificate shall be made available on the e-Stamping Server (e-SS) maintained by the Central Record Keeping Agency and shall be accessible to any person authorized by the Chief Controlling Revenue Authority in this behalf, including the District Collectors, the District Registrar and the Sub-Registrar, holding a valid code or password, which shall be provided by the Central Record Keeping Agency.

29. *Payment of additional stamp duty.*— If a person for any reason, who has e-Stamp Certificate of certain denomination issued for a document, needs to pay an additional stamp duty on the same document, he shall make an application in the Form-4 hereto alongwith additional stamp duty to the Authorized Collection Centre, in accordance with the provisions of the rule 25.

30. *Procedure for issuing of additional e-Stamp Certificate.*— (1) The Authorized Collection Centre or the Central Record Keeping Agency shall issue additional e-Stamp Certificate on separate sheet of paper in accordance with the provision of rules 26 and 27.

(2) The party to an instrument may, at his discretion, use impressed Non-Judicial Stamp Paper(s), Challan, Adhesive Stamp along with the e-Stamp Certificate to pay stamp duty payable on such instrument under the Act. The use of one type of stamp shall not exclude the use of other type of stamps in the same instrument.

31. *Use of e-Stamp Certificate.*— (1) Every instrument written upon stamped and impressed paper with an e-Stamp Certificate, shall be written in such manner that the e-

Stamp Certificate may appear on the top face of the instrument and a portion of the instrument written signature of the parties below the printed area of e-Stamp Certificate, so that the e-Stamp Certificate may not be used for or applied to any other instrument.

(2) No second instrument chargeable with duty shall be written upon using the e-Stamp Certificate, upon which an instrument chargeable with duty has already been written.

(3) Every instrument written in contravention of sub-rules (1) and (2), shall be deemed to be unstamped and the same shall be dealt with as per the provisions of rule 34 of these rules.

32. *The distinguished Unique Identification Number (UIN) of the e-Stamp Certificate.*— The distinguished Unique Identification Number of the e-Stamp Certificate shall be written or typed at the top right corner of each page of the instrument.

33. *Verification and locking the details of 'e'-Stamp Certificate.*— (1) The Registering Officer, before registering any instrument shall verify the correctness or authenticity of the e-Stamp Certificate by accessing the relevant website of the Central Record Keeping Agency and entering the Unique Identification Number (UIN) or with the help of using the Bar Code Scanner. The Registering Officer, after such verification, shall further proceed to register the document and after registering the document shall lock the said e-Stamp Certificate by using the code and password provided by the Central Record Keeping Agency to prevent re-use of such e-Stamp Certificate.

(2) The e-Stamp Certificate required to be used for optional registerable document or any other purpose may preferably be got verified or authenticated and locked from the District Registrar or the Sub-Registrar or any other officer as authorized by the Chief Controlling Revenue Authority.

(3) It shall be the responsibility of the District Registrar or the Sub-Registrar and

such other officer as authorized by the Chief Controlling Revenue Authority to verify the authenticity or correctness of any e-Stamp Certificate.

34. *Procedure for Refund or Allowances of 'spoiled' or 'misused' or 'not required for use', e-Stamp Certificate.*— (1) The application for refund or allowances of 'spoiled' or 'misused' or 'not required for use', e-Stamp Certificate shall be made to the Collector within the stipulated period in accordance with Chapter V of the Act. The application shall be accompanied with the original 'spoiled' or 'misused' or 'not required for use', e-Stamp Certificate.

(2) The Collector after verification, by accessing the relevant website of the Central Record Keeping Agency, shall cancel and lock the verified e-Stamp Certificate, endorse the fact of cancellation and shall mark "CANCELLED" on the original e-Stamp Certificate with their signature and seal and refund the amount in accordance with Chapter V of the Act for such e-Stamp Certificate.

(3) The Collector shall maintain a record of cancelled e-Stamp Certificates in his office and original cancelled e-Stamp Certificate shall be kept for office record in a guard file. The report of the same shall be sent to the Chief Controlling Revenue Authority in the first week of every month.

(4) The refund, if allowed under sub-rule (2), shall be made by the Collector by means of refund voucher or cheque drawn in favour of the person, in whose name the e-Stamp Certificate was issued.

35. *Inspections.*— (1) The Registrar or any authorized office, not below the rank of the District Collectors and the Director, Directorate of Accounts shall inspect all or any of the branch(s) or office(s) of the Central Record Keeping Agency and Authorized Collection Centers located within their jurisdiction, at least twice in a year.

(2) The Chief Controlling Revenue Authority may, however, at any time on receipt of a complaint or suo-motu, direct any officer of

the Department to inspect any branch or office of the Central Record Keeping Agency or Authorized Collection Centre and shall ask the officer so directed to submit a report.

(3) The Accountant General, Goa may also conduct regular annual audit of the receipts and remittances made by the Central Record Keeping Agency.

(4) The Chief Controlling Revenue Authority or its duly authorized officer shall have the powers to inspect the relevant records of any branch(s) or office(s) of the Central Record Keeping Agency situated within the State or outside the State including the branch(s) of the Authorized Collection Centers located within the State, who are looking after the work of e-Stamping system relating to the State, at any time convenient to them, without assigning any notice.

36. *Providing of information.*— The officer-in-charge of the Central Record Keeping Agency and the Authorized Collection Centre shall provide information to the Inspecting Officer on soft or hard copy of any electronic or digital record with regard to the collection and remittance of stamp duty relating to any period and the concerned Central Record Keeping Agency or Authorized Collection Centre shall be bound to provide such information.

37. *Inspection report.*— The Inspecting Officer shall within the period of two weeks from the date of inspection, submit his inspection report to the Chief Controlling Revenue Authority.

38. *Chief Controlling Authority to take appropriate action.*— The Chief Controlling Revenue Authority on receipt of such inspection report may take appropriate action including imposition of penalty in accordance with Chapter V of these rules and may terminate the appointment of Central Record Keeping Agency or the Authorized Collection Centre, if so warranted, after giving an opportunity of being heard.

39. *Grievance Redressal Officers.*— The District Collector shall be the Grievance

Redressal Officer for conducting an inquiry into the complaint received against the misconduct or irregularities of the Central Record Keeping Agency or its Authorised Collection Centers or any other official in the implementation of the e-Stamping system.

40. *Complaint to Grievance Redressal Officer.*— Any person who has any grievance against the services of the Central Record Keeping Agency or any of its Authorised Collection Centre or any other official relating to the implementation of these rules, may make a complaint to the concerned Grievance Redressal Officer.

41. *Opportunity of being heard.*— The Grievance Redressal Officer shall conduct an inquiry with regard to the complaints received as provided in rule 40, by giving an opportunity of being heard to the parties concerned and submit the enquiry report to the Chief Controlling Revenue Authority with full facts and finding.

42. *Action on enquiry reports.*— The Chief Controlling Revenue Authority shall take appropriate action on enquiry report against the Central Record Keeping Agency or Authorized Collection Centre or shall make suitable recommendation to the employer of the concerned official for taking appropriate action.

43. *Central Record Keeping Agency to furnish reports to the Department.*— (1) All the details of stamp duty collected through this system and remitted to the Government account shall be recorded on day-to-day basis by the Central Record Keeping Agency and it shall furnish the following information and reports to the Chief Controlling Revenue Authority and to any other authorized officer:—

- (i) Audit Reports;
- (ii) Payment Reports;
- (iii) Additional Stamp Duty Certificate Reports;
- (iv) Locked e-Stamp Certificate Report;
- (v) Remittance Reports;

(vi) Cancelled e-Stamp Certificates Report; and

(vii) any other Report or Information as may be required by Chief Controlling Revenue Authority from time to time.

(2) The extract or reports of Management Information System or Decision Support System as provided in sub-rule (1), shall be provided by the Central Record Keeping Agency from the data captured on e-Stamping Server via internet.

44. *Scope for use of e-Stamp Certificate.*— The e-Stamp Certificate shall be used, in addition to Non-Judicial Stamp Paper, e-Challan, franking and Adhesive Stamp, for all kinds of instruments on which stamp duty is payable under the Act and these rules.

By order and in the name of the Governor of Goa.

Sapna S. N. Bhandodkar, Under Secretary (Revenue).

Porvorim, 9th May, 2022.

FORM - 1

[See rule 5(1)]

#### AGREEMENT

This Agreement is made at \_\_\_\_\_, Goa on this \_\_ day of \_\_ the Governor of Goa (hereinafter referred to as the "Government") of the ONE PART AND M/S.....\* (Name of Central Record Keeping Agency) having its registered office at (Address) and represented in this act by its (designation) Shri .....by virtue of ..... dated ....., which (hereinafter referred to as the "Central Record Keeping Agency") which expression shall include its successors, assignees and administrators) of the Second Party.

Whereas, the Second Party has been appointed vide Government Notification No. ....dated ..... for the Computerized Stamp Duty Administration System (C-SDAS) (firstly in — — — — Districts on pilot basis and thereafter in the rest of the State) to denote the payment of stamp duty to the Government of Goa and issuing the e-Stamp Certificates through its own branches or offices

and through the Authorised Collection Centers (hereinafter called as ACCs) against a payment of commission or discount @ 0.65 percent of the amount of stamp duty so collected through e-Stamping mechanism;

And Whereas, the Second Party has agreed to work as a Central Record Keeping Agency within the State of Goa and to develop a system for the collection of stamp duty on behalf of the Government of Goa from ultimate purchaser of e-Stamp Certificate.

And Whereas, the parties hereto have decided to reduce the terms and conditions of their Agreement into writing.

Now, therefore, the parties hereto execute this Agreement on the following terms and conditions:—

#### 1. APPOINTMENT OF SECOND PARTY AS Central Record Keeping Agency (CRA).

1.1 The Government hereby appoints Second Party as its exclusive authorized Central Record Keeping Agency (CRA) to undertake the following activities,-

(i) That the Second Party agrees to create need based software infrastructure, in consultation with the Government, including its connectivity with the main server, in the offices of the Inspector General of Registration, the District Registrars, the Sub-Registrars and the Authorised Collection Centers, and at other designated places or offices in the State, as specified by the Chief Controlling Authority;

(ii) That the Second Party shall facilitate in selection of Authorised Collection Centre for collection of stamp duty and issuing e-Stamp Certificate.

(iii) That the Second Party shall act as a co-ordinator between the Central Server, Authorised Collection Centers (hereinafter referred as ACCs) and the offices of the Inspector General of Registration, the District Registrars, the Sub-Registrars or any other office or place in the State, as specified by the Chief Controlling Authority;

(iv) That the Second Party shall collect stamp duty on behalf of Government and generate e-Stamp Certificates through the computer system; and

(v) That the Second Party shall be bound to remit the consolidated amount of stamp duty collected by its branches or by its Authorised Collection Centers to relevant Head of Account

of the Government, in accordance with the Goa e-Stamp Rules, 2022 (hereinafter called the Rules).

1.2 That the terms and conditions of this Agreement may be altered or supplemented by the parties depending upon the circumstances which may warrant any such change for the smooth operations of the stamp duty payments or collections and the exigencies of business.

#### 2. TERRITORY

That the territory covered under this Agreement shall be initially in \_\_\_\_\_ Districts on pilot basis and thereafter covered in the entire State of Goa.

#### 3. APPOINTMENT OF APPROVED AGENCIES/ AUTHORISED COLLECTION CENTRES (ACCs)

3.1 Any Nationalized Bank or the Scheduled Bank controlled by the Reserve Bank of India or the Financial Institutions or Undertaking controlled by Central or State Government or Post Offices or offices or branches of the Central Record Keeping Agency or such other Agencies or persons as approved by the Chief Controlling Revenue Authority shall be eligible for appointment as Authorized Collection Centre.

3.2 The Second Party shall not change the location or increase the number of ACCs without prior written permission of the Government.

3.3 The Government shall have the power to inspect the relevant records of the Second Party or its ACCs without assigning any notice.

3.4 All the offices of Central Record Keeping Agency in the State on need base shall also do the collection of stamp duty for which no separate approval shall be necessary from the Government.

3.5 The Authorised Collection Centers shall be equipped with the required computer systems, printers, internet connectivity and other related infrastructure which are necessary to implement the e-Stamping system as specified by the Central Record Keeping Agency in consultation with the Chief Controlling Revenue Authority. The configuration of the computer system and connectivity shall meet the specifications of the Central Record Keeping Agency and which may be subject to change with prior intimation to the Chief Controlling Revenue Authority.

3.6 The cost of providing equipment and infrastructure referred hereinabove shall be borne by the concerned Authorised Collection Centers.

3.7 All the branches of Central Record Keeping Agency and Authorized Collection Centers shall access the main server through internet by using a distinguished identification code and a confidential password allotted by Central Record Keeping Agency. The password shall be kept strictly confidential and the concerned Authorized Collection Centers shall change it immediately after its allotment to maintain the confidentiality.

3.8 The ACCs will enter the requisite information and details in the system) and download a e-Stamp Certificate with the Unique Identification Number (UIN), which shall be attached to the document. The details of the stamp certificate shall be available on the e-Stamping Server (e-SS).

#### 4. FEES

4.1 That the Second Party shall not charge commission or discount exceeding the agreed rate of 0.65 percent of the amount of stamp duty collected through e-Stamping mechanism. The said commission shall be exclusive of taxes, if any, and shall be the net commission receivable by the second party. The Second Party shall deduct such commission from the collected amount of stamp duty and shall remit the balance amount into the Government Account.

4.2 That the Authorized Collection Centers shall charge a fee for stationery. etc., from the purchaser of e-Stamp Certificate as per the following slab:—

Amount of Stamp Duty in Rupees	Stationery Charges
(1) Upto Rs. 100/-	Rs. 3/- per e-Stamp Certificate.
(2) More than Rs. 100/- and upto Rs. 1000/-	Rs. 5/- per e-Stamp Certificate.
(3) More than Rs. 1000/-	Rs. 10/- per e-Stamp Certificate.

#### 5. MODE OF PAYMENT TO THE GOVERNMENT

5.1 That the Second Party shall be bound to remit the consolidated amount of stamp duty collected by its branches or by its Authorised Collection Centers to relevant Head of Account of the Government, "0030- Stamps and Registration" or any other notified Head of Account of the State in the manner prescribed hereunder:-

(a) the CRA shall remit the consolidated amount of stamp duty, so collected through e-Stamping system, to the aforesaid Head of Account, after deducting the agreed commission

or discount, not later than the closure of the business hours of the next working day from the date of such collection. If the following day of T + I is a holiday, the stamp duty amount shall be remitted on next working day after holiday;

(b) the method of remittance of the amount of stamp duty by the CRA to the Head of Account of the State shall be through Electronic Clearing System (ECS) or on line Banking Fund Transfer or Challan or otherwise, as may be directed in writing by the Chief Controlling Authority; and

(c) the remittances referred to in this rule shall be made to the Government Treasury or the Authorised Bank(s) and the CRA shall maintain the daily account of such remittances.

5.2 That the cut off time for the stamp duty collected shall be till 12.00 midnight of the transaction date.

#### 6. COMPATIBILITY WITH THE REGISTRATION SYSTEM

6.1 The office of the Sub-Registrar and the Inspector General of Registration and such other persons as the State may authorize, shall have an access to the server through internet server. Proper internet connectivity shall be set up by such offices.

6.2 The Registering Officer before registering any instrument shall verify the correctness or authenticity of the e-Stamp Certificate by accessing the relevant website of the Central Record Keeping Agency and entering the Unique Identification Number (UIN) or with the help of using the Bar Code Scanner. The Registering Officer, after such verification, shall further proceed to register the document and after registering the document shall lock the said e-Stamp Certificate by using the code and password provided by the Central Record Keeping Agency to prevent re-use of such e-Stamp Certificate.

#### 7. HARDWARE REQUIREMENTS

The Government shall provide necessary hardware and infrastructure at the offices of the Inspector General of Registration, the District Registrars, the Sub-Registrars and such other offices as authorised in this behalf, which would include a Personal Computer, Printer, Bar Code Scanner, Internet Connection as required for implementing the e-stamping system. The configuration of the computer system and connectivity shall meet the specifications of Central Record Keeping Agency and which may be subject to change with prior intimation to the Chief Controlling Revenue Authority.

**8. GENERAL OBLIGATIONS**

8.1 The terms and conditions of this agreement may be altered or supplemented by the Parties depending upon the circumstances which may warrant any such change for the smooth operations of the stamp duty payments or collections.

8.2 The Second Party shall ensure that service of Computerized Stamp Duty Administration System (C-SDAS), shall be operational and accessible to any person during banking hours from Monday to Saturday (excluding Public and Bank Holiday).

8.3 The Second Party shall ensure that the system shall have the logging capacity for at least four hundred users at a time.

8.4 The Second Party shall not provide, transfer or share any hardware, software and any other technology or details with respect to the e-Stamping project undertaken by it in the State to anybody without written permission of the First Party, except the duly appointed ACCs. That the Second Party shall be liable to compensate any loss caused to the State of Punjab due to violations of any terms and conditions of this Agreement or any of the provisions of the rules.

8.5 The Second Party shall Prepare and provide such reports, as may be desired by the first Party from time to time.

**9. TRAINING OF THE PERSONNEL AT THE REGISTRAR'S OFFICES AND DEPARTMENTS OF THE STATE**

9.1 The Second Party shall provide suitable and adequate training for operation and the use of the system to the manpower and the personnel of the department as nominated by the Chief Controlling Authority.

9.2 The training provided at the premises of the State by Central Record Keeping Agency shall be free of cost for the first time to the candidates suggested by the First Party, which may be upto ten or such other mutually agreed greater number of officials.

9.3 The Second Party may assume that the trainees have the required skills and knowledge pre-requisites to follow the training on the Application.

9.4 The training for operation and the use of the system, to the identified manpower or personnel's of the Department shall be provided by the Second Party at the place decided by the First Party. Further the First Party shall be responsible for arranging and providing all the necessary facilities,

equipment and premises required for conducting the training at their own cost, after the initial Training. T.A., D.A and other payable allowance for the trainees of the Department shall be borne by the Government.

9.5 That at periodic intervals to be mutually decided by the parties. The refresher courses on any up-gradation, modification to the system shall be provided by the Second Party.

**10. TERM OF APPOINTMENT OF CRA**

10.1 The term of appointment of the Central Record Keeping Agency shall be valid for five years or such period, as may be decided by the Appointing Authority. The period of five years shall be effective from the date of execution of this Agreement.

10.2 The appointment of Central Record Keeping Agency may be renewed by the Appointing Authority on the recommendations of the Chief Controlling Revenue Authority. The application for renewal of appointment shall be made to the Appointing Authority by the Central Record Keeping Agency within a period of three months before the expiry of the running term of appointment.

10.3 The Chief Controlling Revenue Authority or Appointing Authority before making inquiry or taking decision on the application for renewal may call for any information or record from the concerned offices of Central Record Keeping Agency or Authorised Collection Centre for the purpose of renewal of appointment.

10.4 The Appointing Authority, if satisfied may renew the appointment on a fresh Agreement and on an Undertaking-cum-Indemnity Bond.

**11. TERMINATION OF APPOINTMENT OF CRA**

11.1 The appointment of the Central Record Keeping Agency shall be terminated by the Appointing Authority before the stipulated period, on the ground(s) of any breach of any of the obligations or terms of Agreement or provisions of the Goa e-Stamp Rules, 2022 or financial irregularity or for any other sufficient reason, as the case may be.

11.2 The appointment shall not be terminated until,—

(a) the Central Record Keeping Agency has been given one month's notice specifying the grounds for such termination; and

(b) the Central Record Keeping Agency has been given a reasonable opportunity of being heard.



11.3 On termination of appointment under this rule, the Central Record Keeping Agency shall transfer all the data generated during the period of appointment to the Government. After the termination of the appointment of the Central Record Keeping Agency, it shall not use or cause to be used the data generated during the period of appointment for its business or any other purpose whatsoever.

## 12. EXCLUSIVITY

The appointment of CRA for the State shall be exclusive and State shall not appoint any other CRA for e-Stamping during the period of this Agreement.

## 13. FIRST RIGHT OF REFUSAL

In the event, the State decides/avails the services/facilities of e-Stamping, after the five years tenure, for part or whole of the State from any other domestic or international agency, Central Record Keeping Agency shall have the first right of refusal in respect of offering e-Stamping and related services to the State.

## 14. THE GOVERNMENTS RESPONSIBILITY

The Government shall be responsible for providing on timely basis all information, decision making and approvals under its control and resources required at offices of the Sub-Registrar, which may be reasonably required from time to time for the performance of this Agreement. The Government acknowledges that any delay by it to provide such information, decision-making and approvals may result in delays in implementing the Agreement.

## 15. FORCE MAJEURE

15.1 Notwithstanding anything contained in this Agreement, neither Party shall be responsible for the failure or delay in performing the obligations hereunder arising from any cause beyond the reasonable control, including acts of God, acts of civil or military authority, fires, epidemics, wars, terrorist acts, riots, earthquakes, storms, typhoons, floods and such other circumstances beyond the control of the Parties. In the event of any delay, the time for the Second Party to perform their part shall be extended for a period equal to the time lost by reason of such delay. Further, if the contingency cannot be removed permanently or by extending the period beyond two months, the Agreement, upon notice, served by the First Party, the Second Party shall be relieved from the contractual obligations by terminating the Agreement, except to the rights to which they may be entitled to a settlement and final accounting.

15.2 Actions on the part of Government or other authority, which interfere with a Party's ability to meet its obligations under this Agreement including embargoes, prohibitions or similar actions.

15.3 Any order from a competent court either temporarily or permanently preventing either Party from performing its obligations/discharging its responsibilities.

15.4 Any other circumstances beyond the Control of Central Record Keeping Agency and which, in the absence of this clause, shall operate to frustrate this Agreement.

## 16. DISPUTE RESOLUTION

In the event of any dispute or difference or controversy or claim arising between the parties in connection with or under this Agreement, shall as far as possible, be settled amicably and failing which all such disputes shall be referred to Secretary (Revenue) Government of Goa and his decision thereon shall be final.

In Witness Whereof the Parties hereto have hereunto set and subscribed their respective hands and seal, the day and year herein above written.

SIGNED, SEALED AND DELIVERED BY Shri ..... .....(Designation).....	SIGNED, SEALED AND DELIVERED BY Shri ..... .....(Designation).....
For and on behalf of Governor of Goa.	For and on behalf of Record keeping Agency).....

Witness:-

1. ....

2. ....

Place: Porvorim – Bardez Goa.

Dated:

## FORM - 2

[See rule 5(3)]

(To be executed by the Central Record Keeping Agency on non-judicial stamp of Rs. 100/-)

## Undertaking-cum-Indemnity Bond

This Undertaking is made at ....., Goa, on this .....day of ....., 20..... by ....., acting as (official designation in the Central Record Keeping Agency) and Authorised Signatory for and on behalf of (name of Central Record Keeping Agency) having its Registered office at ..... (hereinafter referred to as the First Party, which expression shall unless repugnant to the context or meaning thereof shall mean and include their representatives, assigns, heirs, etc.) In Favour of Government of Goa (hereinafter referred to as the Second Party).

The First Party and the Second Party are together referred to as the Parties.

Whereas, the First Party has been appointed by the Government vide Notification No. ....dated ....., to act as "Central Record Keeping Agency" and has thus been authorised by the Government for the Computerized Stamp Duty Administration System to denote the payment of stamp duty to the Government of Goa and issuing the e-Stamp Certificates through its own branches or offices or through the Authorised Collection Centers.

And Whereas, the First Party has agreed to fulfill all the terms and conditions as provided in the agreement executed by the parties on dated ..... and also to undertake and keep indemnified the Government against all or any loss suffered by the Government due to any mishandling, misconduct, negligence or any irregularity of any kind whatsoever caused by the First Party or its Authorised Collection Centers.

And Whereas, the First Party has agreed to the obedience and observance of terms and conditions of the agreement *ibid* and provisions of the Goa e-Stamp Rules, 2022, and any other order issued by the Government or the Department under these rules.

And Whereas, in order to fulfill the aforesaid requirements the First Party by executing this present Bond, undertakes to indemnify the Second Party as follows,-

(i) the First Party has carefully read and understood the Goa e-Stamp Rules, 2022, and the terms of the Agreement executed on .....and hereby undertakes that the provisions of the aforesaid Rules and the conditions of the said Agreement shall not be violated at any level;

(ii) the First Party hereby undertakes that the Authorised Collection Centers shall not be appointed without the prior approval of the Second Party;

(iii) the First Party undertakes that any of its employee(s) or the employee(s) of its Authorised Collection Centers directly or indirectly shall not misuse or cause to be misused the authorization of collection of stamp duty; and

(iv) the First Party hereby undertakes to keep the Second Party always indemnified against all or any of the loss or any risk arising out of any mishandling, misconduct, negligence or any irregularity of any kind whatsoever caused by the First Party or its Authorised Collection Centers.

In Witness Whereof the First Party Herein has set and Subscribed its Respective Hands and Seals on the above Written Undertaking Bond.

In Witness Whereof the First Party Herein has set and Subscribed its Respective Hands and Seals on the above Written Undertaking Bond.

Signed, Sealed And Delivered By  
(With name and address of First Party)

*In the presence of :*

(1) Signature	:
Name	:
Address	:
(2) Signature	:
Name	:
Address	:

## FORM - 3

[See rule 19(c)]

(To be maintained by the Central Record Keeping Agency)

Register regarding the daily Stamp Duty collection and remittance to Government Account

Sr. No.	Date	Name of CRA	Total No. of e-Stamp certificate issued	Amount of Stamp Duty collected	Previous amount of balance for remittance (Amount as shown at immediate previous entry in column 10)	Total Amount for remittance (5+6)	Amount remitted to Govt. Account	Amount deducted by CRA as discount/ commission of the remitted amount in column No. 8	Total Balance Amount For Remittance (7-8-9)
1	2	3	4	5	6	7	8	9	10

## FORM - 4

[See rules 24, 26(2) and 29]

(For the use of Stamp Duty Payer)

Application For e-Stamp Certificate/Additional e-Stamp Certificate

	Application Date :    /    /20
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ACC		ACC id	
-----	--	-----------	--

Document Description	Article	Stamp Duty Amount	Indian Rupees only
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Property Description/Property Address (not exceeding 100 characters)
--

	Consideration Amount (if any)	
--	----------------------------------	--

Details of the Purchaser/Authorised Person

Name and Address of the First Party with Phone No.	
Name and Address of the Purchaser/Authorised Person, if any with Phone No.	
Stamp Duty Paid by ( √ Tick)	1st Party      2nd Party

Stamp Duty Payment Details

Mode of Payment	Cash	Cheque	DD	Pay-Order	NEFT	RTGS	A/c to A/c Transfer
-----------------	------	--------	----	-----------	------	------	---------------------

Cheque/DD/Pay-Order/NEFT/RTGS/Account Detail			Cash Deposit	
Bank Name	Branch Name	Cheque/DD/PO/UTR/REF/ /Account No.	Deno Pieces	
			1000 ×	
			500 ×	
			100 ×	
			50 ×	
			20 ×	
			10 ×	
Rupees (in words) :			others	
			Total	

	1. Please submit the duly filed and signed form along with stamp duty amount at the e-Stamping counter 2. Stamp Duty amount should be rounded off to the nearest Rupee. 3. The correctness of Article type and Stamp Duty amount cannot be confirmed at the e-Stamping counter 4. Once the e-Stamp is generated no modifications/changes are possible, so carefully check the preview of the e-Stamp and only then sign the preview 5. Cancellation charges are applicable as levied by the State Government 6. While generating Additional e-Stamp certificate details of the base certificate cannot be changed.
	I have read and understood the above instruction and the above information furnished by me is true to the best of my knowledge thus the (i) e-Stamp Certificate of above amount may please be issued/or (ii) additional e-Stamp Certificate of the above amount in continuation of previous Certificate No. .... date ..... may please be issued

Date :	Signature of the Purchase / Authorised Person :
--------	--

(For Office use only)

To be filled by USER	To be filled by SUPERVISOR
----------------------	----------------------------

SUBIN		Certificate Number	IN	
-------	--	--------------------	----	--

Acknowledgement of e-Stamp Certificate to be kept by the ACCs

The e-Stamp ..... has been received by Sh./Smt./ ..... today on .....

Signature of the Purchaser/Authorised Person : ..... ✕  
.....

Central Record Keeping Agency e-Stamping	Receipt	(To be filled in by the client)
--	---------	---------------------------------

Name of Stamp Duty Purchaser/ Authorised Person		Date of Application	/ /20
--	--	---------------------	-------

Consideration Amount (if any)		Mode of payment	Cash	Cheque	DD	Pay-Order
Stamp Duty Amount			NEFT	RTGS	A/c to A/c Transfer	

Cheque/DD/PO/UTR/REF/ /Account No.		/ /20
---------------------------------------	--	-------

Bank Name		Branch Name	
Counter Signature of ACCs with Seal			

*Note.* Once the e-Stamp has been generated payment cannot be cancelled or refunded by Central Record Keeping or the ACC. The refund allowance for 'spoiled' or 'misused' or 'not' required for use e-Stamp Certificate can be made by the Collector of the District in accordance with Chapter - VII of the Goa e-Stamp Rules, 2022,

## FORM 5

[See rule 25(3)]

(To be maintained by the ACC or CRA)

Register regarding daily posting of application for issued e-Stamp Certificates

Sr. No.	Date	Name and address of the Purchaser/ Authorised Person	Amount of Stamp duty paid by way of Cash/DD/PO/Any other authorised mode	e-Stamp Certificate No and date	Signature of the Purchaser or Authorised Person

SAMPLE



INDIA NON JUDICIAL  
Government of Test State  
e-Stamp

Certificate No.	:	IN-TS00262817496816K
Certificate Issued Date	:	25-Apr-2012 04:29 PM
Account Reference	:	NONACC (FI)/testing/Test Delhi2/ MH-PU
Unique Doc. Reference	:	SUBIN-TSTESTINGS003584491145424K
Purchased by	:	R K NAIK
Description of Document	:	Article 20(a) Conveyance-For Testing
Property Description	:	12 ESPERANCE-GOA
Consideration Price (Rs.)	:	20,00,000
		(Twenty Lakh only)
First Party	:	R K NAIK
Second Party	:	S K Patel
Stamp Duty Paid By	:	R K Naik
Stamp Duty Amount (Rs.)	:	1,000
		(One Thousand only)



-----Please write or type below this line-----

Statutory Alert:

1. The authenticity of stamp Certificate can be verified at Authorised Collection Centers (ACCs), SHCIL Officers and Sub-registrar Officers (SROs).
2. The Contact Details of ACCs SHCIL Offices and SROs are available on the Web site [www.shcilstamp.com](http://www.shcilstamp.com).

Department of Urban Development  
Municipal Administration

—  
**Notification**

10/781/DMA/2018/Bye-laws/CCP/  
/Part/F-29/545

In exercise of the powers conferred by sub-section (1) of section 308 of the Goa Municipalities Act, 1968 (Act No 7 of 1969) read with sub-rule (4) of rule 6 of the Plastic Waste Management Rules, 2016, the Government of Goa hereby makes the following model Bye-laws, namely:—

1. *Short title and commencement.*— These bye-laws may be called the Model Goa Municipal Plastic Waste Management Bye-laws, 2022.

2. *Application.*— These Bye-laws shall apply to every waste generator, manufacturer, producer, importer and brand owner operating within the jurisdiction of the council in the State of Goa.

3. *Right to Interpret.*— If any question relating to interpretation of these Bye-laws arises, it shall be referred to the Director whose decision thereon shall be final and binding.

4. *Definitions.*— (1) In these Bye-laws, unless the context otherwise requires,-

(a) "Agency" means any person or entity authorised by the Council to act on its behalf for the purpose of management of plastic waste;

(b) "brand owner" means a person or company who sells any commodity under a registered brand label;

(c) "consent" means the consent to establish and operate from the State Pollution Control Board or Pollution Control Committee granted under the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974), and the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981);

(d) "facility" means the premises used for collection, storage, recycling, processing and disposal of plastic waste;

(e) "Form" means the form appended to these Bye-laws;

(f) "importer" means a person who imports or intends to import and holds an Importer-Exporter Code number, unless otherwise specifically exempted;

(g) "institutional waste generator" means and includes occupier of the institutional buildings such as building occupied by Central Government Departments, State Government Departments, public or private sector companies, hospitals, schools, colleges, universities or other places of education, organisation, academy, hotels, restaurants, malls and shopping complexes;

(h) "manufacturer" means and include a person or unit or agency engaged in production of plastic raw material to be used as raw material by the producer;

(i) "Material Recovery Facility" is a facility of the Council or as authorized by the Council and as defined in the Solid Waste (Management and Handling) Rules, 2016;

(j) "multi-layered packaging" means any material used or to be used for packaging and having at least one layer of plastic as the main ingredients in combination with one or more layers of materials such as paper, paper board, polymeric materials, metalized layers or aluminium foil, either in the form of a laminate or co-extruded structure;

(k) "plastic" means material which contains as an essential ingredient a high polymer such as polyethylene terephthalate, high density polyethylene, Vinyl, low density polyethylene, polypropylene, polystyrene resins, multi-materials like acrylonitrile butadiene styrene, polyphenylene oxide,

polycarbonate, Polybutylene terephthalate;

(l) "plastic waste" means any plastic discarded after use or after their intended use is over;

(m) "rule" means the rule of Plastic Waste Management Rules, 2016;

(n) "Recycler" means an agency recycling Plastic Waste in terms of the provisions of the Plastic Waste Management Rules, 2016 and duly registered and having consent of the Goa State Pollution Control Board;

(o) "recycling" means the process of transforming segregated plastic waste into a new product or raw material for producing new products;

(p) "State" means the State of Goa;

(q) "waste generator" means and includes every person or group of persons or institution, residential and commercial establishments including Indian Railways, Airport, Port and Harbour and Defence establishments which generate plastic waste;

(r) "waste pickers" means individuals or agencies, groups of individuals voluntarily engaged or authorised for picking of recyclable plastic waste;

(2) Words and Expressions used but not defined in these Bye-laws, but defined in the Goa Municipalities Act, 1968 (Act No. 7 of 1969) or the Plastic Waste Management Rules, 2016, shall have the same meanings respectively assigned to them in the said Act and Rules.

5. *Segregation and primary storage of plastic waste.*— (1) Every Waste Generator, Institutional Waste Generator, Owner and Occupier shall segregate the plastic waste at source and store the same in blue coloured container duly covered and hand over the same to the waste picker or the agency as authorized and notified by the Council.

(2) The frequency and time for collection of plastic waste shall be notified by the Council.

(3) The Institutional Waste Generator shall deposit the recyclable plastic waste at the Material Recovery Facility or Agency authorized by the Council as Waste Picker.

(4) No person shall organize any event or gathering, where more than 100 persons are expected, without obtaining prior permission of the Council. All necessary arrangements shall be made by the organiser to ensure that the Plastic Waste is segregated and stored separately in containers of blue colour as specified by the Council. The Plastic Waste shall be handed over to the Council or agency authorized by the Council.

(5) Every Street Vendor shall make necessary arrangement for storage of Plastic Waste in separate closed container of blue colour.

6. *Plastic Waste Collection.*— (1) The Council shall make necessary arrangement for collection of segregated plastic waste at pre informed timings and frequencies.

(2) The Council shall identify and authorize Waste Pickers.

(3) The Waste Pickers are required to obtain necessary permission from the Council for carrying out collection of plastic waste and only those Waste Pickers which are authorized by the Council shall be permitted to collect the Plastic Waste from Waste Generator, Institutional Waste Generator, Owner or Occupier.

(4) The Waste Picker shall file monthly returns of the quantity of Plastic Waste collected along with the name of the Waste Generator/Institutional Waste Generator, Owner and Occupier and the quantity of Plastic Waste collected by him is recycled and disposed.

(5) Any agencies carrying out road construction or energy recovery may collect plastic waste within the jurisdiction of the Council with prior permission of the Council. Such agency shall file monthly returns of quantity of Plastic Waste collected along with the name of the Waste Generators, Institutional Waste Generator, Owner and



Occupier and quantity collected by him is disposed.

(6) Recycler himself or through his agency may collect plastic waste from Waste Generators within the Jurisdiction of the Council with prior permission of the Council and shall file monthly returns of the Plastic Waste collected along with the name of the Waste generator, Institutional Waste Generator, Owner and Occupier and quantity of Plastic Waste collected by him is recycled.

7. *Transportation.*— The Plastic Waste shall be transported only in covered trucks, containers or compactors and it shall be ensured that the plastic waste is not mixed or spilled during transportation.

8. *Processing and disposal of plastic waste.*— (1) The Council shall establish and operate a Material Recovery Facility for sorting of recyclable and non-recyclable plastic waste generated within its jurisdiction on its own or through its authorized agency or through a brand owner/producer or manufacturer.

(2) The non-recyclable Plastic Waste shall be baled and transported to Cement Plants or provided to the Energy Plant or to the agency carrying out road construction.

(3) The recyclable portion of plastic waste obtained by sorting shall be sent to recyclers who are registered and having consent of the Goa State Pollution Control Board, within the State and in case where such registered recyclers are not available then it may be transported to the registered recyclers outside the State.

9. *Registration of Producers, Manufacturers Importers and Brand Owners.*— Every producer, manufacturer, importer and brand owner dealing with or using plastic materials or multilayered packaging material shall obtain consent from the Goa State Pollution Control Board.

10. *Registration of Waste Pickers and Recyclers.*— (1) The Council shall register individual Waste Pickers with assistance of

the local NGOs and provide identity cards to such Waste Pickers.

(2) The Council shall encourage the individual Waste Pickers to also collect Non-recyclable Plastic Waste and deposit the same at the Material Recovery Facility of the Council and also provide adequate incentives to them.

(3) The Council shall register agencies who are operating within the jurisdiction of the Council and willing to pick plastic waste after duly verifying the area and facilities available and their registration with the Goa State Pollution Control Board. The application for registration as a agency for Plastic Waste collection, transportation, storage, sorting and baling etc, shall be made in Form-I hereto.

11. *Awareness for Minimisation and Segregation of Plastic Waste.*— (1) The Council shall carry out awareness campaign through electronic, print and social media for minimisation of single use plastic as well as other plastic and also for segregation of Plastic Waste at source.

(2) The Brand Owners, Manufacturers and Producers shall also create awareness for minimisation of single use plastic and other plastic through various mediums.

(3) Awareness and sensitization at hotspots of plastic usage such as tourist spots, religious spots, beaches, markets etc. shall be carried out by the Council or through brand owners producers and manufacturers.

(4) The Council shall promote use of alternate material.

12. *Use of Single Use Plastic.*— (1) The Council shall discourage use of Single Use Plastic.

(2) The Council shall implement the notifications as issued from time to time by the Ministry of Environment, Forest and Climate Change in respect of the Single Use

Plastic including the time lines specified therein for prohibition as well as thickness of material of Single Use Plastic.

**13. User charges for collection, transportation, processing and disposal of plastic waste.—**

(1) The user charges to be collected by the Council for collection, transportation, processing and disposal of plastic waste under these Bye-laws shall be at the rate of fifteen percent of the user charges as specified in the Table of clause (17) of Bye-laws of the Model Municipal Solid Waste (Management and Handling) Bye-laws, 2020.

(2) Such charges may be collected by the Council also by online mode of payment.

**14. Fines.—** (1) Whosoever contravenes the provisions of the Rules or these Bye-laws shall be liable to pay fine as specified in Scheduled-I appended to these Bye-laws.

(2) Such fines shall be collected by the officer of the Council as may be authorized by the Council in that behalf.

By order and in the name of the Governor of Goa.

*Gurudas P. Pilarnekar*, Director of Urban Development/Municipal Administration & ex officio Addl. Secretary.

Panaji, 11th May, 2022.

**Schedule-I**

Sr. No.	Rule Bye-law	Details of Contravention	Fine/Penalty		
			For 1st Contravention (in Rs)	For 2nd Contravention (in Rs)	For Every subsequent Contravention (in Rs)
1.	Bye-law No. 5	Disregarding the provisions of the Bye-laws relating to Segregation, Storage and collection of plastic waste.			
		(a) Residential Units (Individual households)	200	300	500
		(b) Multistoried Buildings/Apartments	500	1000	1500
		(c) Hotels and Restaurants	1000	1500	2000
		(d) Shops	500	750	1000
		(e) Offices	250	500	700
		(f) Bus Terminals	700	1000	2000
		(g) Street Vendors/Hawkers	200	400	700
		(h) Slaughter Houses/Meat/Chicken Stalls	500	1000	2000
		(i) Hospitals	500	750	1000
		(j) Educational Institutions	200	300	500
		(k) Canteens	300	500	750
		(l) Organizers of exhibitions/fairs	500	1000	2000
		(m) Marriage Halls/Community Halls	1000	2000	3000
		(n) Other Commercial Establishments	500	750	1000
2.	Bye-law No.13 charges	Non-Payment of applicable User charges	500	1000	1500
3.	Bye-law	Spillage of plastic waste during	500	1000	1500

No. 7	transportation by waste pickers or Recyclers			
4. Rule No. 8(1)(b)	Dumping or Littering of waste in and around,-			
	A) Open/vacant land, gardens, play grounds, Public streets, play grounds, Public streets, play grounds, Public streets, roads, side walk, traffic islands, in a dustbin/vehicle not intended for the removal of the same, from moving/parked vehicles			
	B) Water body and/or on the bank of water body			
	(i) Individuals	250	500	1000
	(ii) Residents	250	500	1000
	(iii) All Commercial Establishments	500	1000	2000
	(iv) Vehicles	2000	3000	5000
5. Rule No.4 (1)	Failure of manufactures, producers, importers and distributors to follow the conditions specified in sub-rule (1) of rule 4.	50000	100000	300000
6. Rule 9	Failure of manufactures, producers, importers and brand owners to follow the conditions specified in rule 9	50000	100000	300000
7. Bye-law No. 8	Disposing of plastic waste in ways other than mentioned in the Bye-Laws			
	(a) Individual	500	1000	1500
	(b) Commercial Establishment	1000	1500	2000
8. Rule 14(2)	Using or providing commodities in plastic carry bags, multilayered packaging, plastic sheets or cover made of plastic sheets by retailers, street vendors in violation of rule 14(2)			
	(a) Individual	2500	3500	5000
	(b) Commercial Establishment	10000	20000	50000
9. Rule 13	Failure of manufacturers, producers, importers and brand owners to comply with rule 13	50000	100000	300000
10. Rule 4(2)	Manufacture, import, stocking, distribution, sale and use of single use plastic.	50000	100000	300000
11. Rule 11(1)	Failure of the manufacturer to follow the conditions	50000	100000	300000
12. Rule 6(g)	Open burning or burying of plastic waste			
	(a) Simple burning/burying	5000	10000	10000
	(b) Bulk burning/burying	25000	50000	50000

## Form I

[See Bye-Laws 10 (3)]

**Form- I – Format for registration of informal waste collection units/scrap Dealers**

Name:

Name of the Owner/of the shop:

Address:

Contact No :

Type of legal entity : ☐ company☐ Limited Firm☐ proprietor☐ other(mention) :☐ Scrap dealer

GST No. :

Registration No. :

Property Tax No.:

PAN No.:

Types of waste collected :

Plastic types: Grade 1, 2, 3, 4, 5, 6, 7 :

Plastic is sold to: ☐ Wholesaler ☐ Recycler ☐ Retailer  
☐ Dealer ☐ Other (mention) :

Signature of Authorized person

The Council is not liable for any legal status of the unit in regards to land holding, manner of operation, storage of waste and fire safety liabilities.

This registration is issued solely for the purpose of ensuring environmentally sustainable recycling of plastic waste in the jurisdiction of Council.

[www.goaprintingpress.gov.in](http://www.goaprintingpress.gov.in)

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